

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
MAY 10, 2021
5:30 P.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
ACTION TO CHANGE AGENDA

1. CONSENT AGENDA

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – APRIL 26, 2021
- 1.2 BILLS PAYABLE THROUGH MAY 6, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – MARCH 2021
- 1.4 LIBRARY REPORT – MARCH 2021

2. PUBLIC HEARING

3. ITEMS FOR CONSIDERATION

- 3.1 PLANNING COMMISSION MINUTES – MAY 4, 2021
- 3.2 SOLSMART GOLD DESIGNATION
- 3.3 ICE ARENA IMPROVEMENT PROJECT BID RESULTS
- 3.4 SENIOR PARADE REQUEST
- 3.5 MONTHLY DONATION RESOLUTION
- 3.6
- 3.7
- 3.8
- 3.9
- 3.10

4. UNFINISHED BUSINESS

- 4.1

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
MAY 10, 2021
5:30 P.M.

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1

6.2

6.3

7. CORRESPONDENCE

7.1

7.2

7.3

8. CHAMBER OF COMMERCE

8.1

9 ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

NOTICE

Please take notice that pursuant to Minn. Stat. Section 13D.021, members of the City Council may attend the meeting by telephone or zoom.

1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
APRIL 26, 2021

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of April was called to order by Acting Mayor Dale Williams shortly thereafter 5:30 PM (due to technical problems with Zoom) in the La Crescent City Hall, La Crescent, Minnesota, on Monday, April 26, 2021.

Pursuant to Minn. Stat. § 13D.021 and due to the COVID-19 pandemic, members of the City Council and City Staff were given the option to attend the meeting by telephone or Zoom. Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner; Acting Mayor Dale Williams, and Mayor Mike Poellinger (via Zoom – Mayor Poellinger was only able to be present via Zoom for approximately 10 minutes due to technical problems). Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Administrative Assistant Angie Boettcher.

Acting Mayor Williams asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – APRIL 12, 2021
- 1.2 MINUTES – APRIL 19, 2021
- 1.3 BILLS PAYABLE THROUGH APRIL 22, 2021
- 1.4 CASH BALANCE/ACTIVITY REPORT – FEBRUARY 2021
- 1.5 LIBRARY REPORT – FEBRUARY 2021

At the conclusion of the reading of the Consent Agenda, Acting Mayor Williams asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. It was recommended to amend the April 12, 2021 Minutes regarding Item 3.4 – Request to Purchase Property as follows:

ITEM 3.4 – REQUEST TO PURCHASE PROPERTY

City Administrator Waller reviewed with City Council a request the City received from property owners in the Apple Blossom Pointe development to purchase a portion of the City owned property in that development. City Council reviewed a copy of this request. Nikki Dockendorff addressed City Council regarding the request. For City Council information, the piece of property is platted as a City street, and is presently being considered for a trail extension/connection between the Horse Thief Ridge development and the Apple Blossom Pointe development, with a connection to the Winona County Apple Blossom Overlook Park. This extension/connection is identified in the City's Blufflands Plan. City staff believes that it is not in the City's best interest to sell this piece of property, and recommended that City Council deny the request. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO TABLE DISCUSSION ON THIS MATTER TO THE FIRST CITY COUNCIL MEETING IN MAY.

After discussion, Motion and Second were withdrawn. After further discussion, the City Attorney reaffirmed his opinion that publicly dedicated, platted streets cannot be sold. No action was taken on this request. It was the consensus of City Council not to act on the request.

Member Hutchinson made a motion, seconded by Jostad, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING AN AMENDMENT TO THE APRIL 12, 2021 MINUTES REGARDING ITEM 3.4 – REQUEST TO PURCHASE PROPERTY AS STATED ABOVE.

Upon a roll call vote taken and tallied by the City Administrator, all Member present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.1 – RECONVENE BOARD OF APPEAL/EQUALIZATION

At 5:40 PM the City Council resumed the annual Board of Appeal and Equalization meeting. Luke Onstad, Houston County Assessor, reviewed with City Council a listing of property owners. City Council then reviewed the following appeals:

Susan Laska at 1423 Grandview Ct, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$32,500.00. Following discussion, Member Jostad made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$32,500.00 FOR PROPERTY OWNED BY SUSAN LASKA AT 1423 GRANDVIEW CT, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Jeff Holthaus at 614 Shore Acres, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$615,000.00. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$615,000.00 FOR PROPERTY OWNED BY JEFF HOLTHAUS AT 614 SHORE ACRES, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Dick Wieser on behalf of La Crescent Hotel Group, LLC at 509 N Chestnut St, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$2,232,900.00. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR FOR AN ESTIMATED MARKET VALUE OF \$2,232,900.00 FOR PROPERTY OWNED BY THE LA CRESCENT HOTEL GROUP, LLC AT 509 N CHESTNUT ST, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Teresa O'Donnell-Ebner	Yes

Members Cherryl Jostad and Dale Williams voted against the same. The motion did not pass due to a 2-2 vote.

Following further discussion, Member Hutchinson made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE TO REDUCE THE ESTIMATED MARKET VALUE TO \$2,100,000.00 FOR PROPERTY OWNED BY THE LA CRESCENT HOTEL GROUP, LLC AT 509 N CHESTNUT ST, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote. The estimated market value of \$2,100,000.00 reflects a 5% increase over last year's value.

Roger Malmin at 731 S 7th St, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$7,200.00 for the second lot (back lot), for a total value of \$204,100.00. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$204,100.00 FOR PROPERTY OWNED BY ROGER MALMIN AT 731 S 7TH ST , LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Susan Boisvert on behalf of SMB Apartments, LLC at 310 S Oak St, La Crescent. The Houston County Assessor's Office made a recommendation that there be no change in value. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR FOR NO CHANGE IN THE ESTIMATED MARKET VALUE OF \$178,600.00 FOR PROPERTY OWNED BY SMB APARTMENTS, LLC AT 310 S OAK ST, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Bart Pedretti at 226 Shore Acres Rd, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$372,500.00. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$372,500.00 FOR PROPERTY OWNED BY BART PEDRETTI AT 226 SHORE ACRES RD, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Susan Herlitzka at 301 Hillview Blvd, La Crescent. The Houston County Assessor's Office made a recommendation in value of \$256,200.00. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$256,200.00 FOR PROPERTY OWNED BY SUSAN HERLITZKA AT 301 HILLVIEW BLVD, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Ryan Hanifl on behalf of the Hanifl family for 4 Parcels at 238 Shore Acres Rd. The Houston County Assessor's Office made a recommendation in value of \$97,500.00.00 for each Parcel #25.0648.001 and Parcel #25.0648.002. Following discussion, Member Hutchinson made a Motion to reduce the estimated market value to \$97,500.00 for each Parcel #25.0648.001 and Parcel #25.0648.002. Motion failed for lack of a second. Member Hutchinson then made a Motion to reduce the estimated market value to \$105,000.00 for each Parcel #25.0648.001 and Parcel #25.0648.002, once again Motion failed for lack of a second.

The Houston County Assessor's Office made a recommendation in value of \$160,000.00 for Parcel #25.0648.000. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR AND REDUCE THE ESTIMATED MARKET VALUE TO \$160,000.00 FOR PARCEL #25.0648.000 FOR PROPERTY OWNED BY THE HANIFL FAMILY AT 238 SHORE ACRES RD, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Following further discussion regarding Parcel #25.0648.001 and Parcel #25.0648.002, Member Jostad made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE REDUCING THE ESTIMATED MARKET VALUE TO \$110,000.00 FOR BOTH PARCEL #25.0648.001 AND PARCEL #25.0648.002 FOR PROPERTY OWNED BY THE HANIFL FAMILY AT 238 SHORE ACRES RD, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

The Houston County Assessor's Office made a recommendation that there be no change in value for Parcel #25.0680.000. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR FOR NO CHANGE IN THE ESTIMATED MARKET VALUE OF \$400,500.00 FOR PARCEL #25.0680.000 FOR PROPERTY OWNED BY THE HANIFL FAMILY AT 238 SHORE ACRES RD, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Gary Olson at 118 Dell Ave, La Crescent. The Houston County Assessor's Office made a recommendation that there be no change in value. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE RECOMMENDATION OF THE HOUSTON COUNTY ASSESSOR FOR NO CHANGE IN THE ESTIMATED MARKET VALUE OF \$280,600.00 FOR PROPERTY OWNED BY GARY OLSON AT 118 DELL AVE, LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.2 – REVIEW OF SOLAR PROJECTS

Jason Ludwigson, City Sustainability Coordinator, reviewed with City Council a summary of the data for the emissions savings and cost savings for the City's solar PV systems. The City of La Crescent installed its first solar PV system in 2017. The City installed 3 additional solar PV systems in October of 2019. The City also subscribed to a community solar garden which offsets the electricity use at various city buildings and other sites. These solar PV systems and subscriptions have significantly reduced emissions and lowered energy costs. This item was informational, and no action was taken.

ITEM 3.3 – BLUFFLAND COALITION MEMO OF UNDERSTANDING

Jason Ludwigson, the City's representative to the Bluffland Coalition, reviewed with City Council a new memo of understanding (MOU) with the Bluffland Coalition. For City Council's information, the City of La Crescent has been a member of the Bluffland Coalition since 2019. The new MOU does not require members pay dues to the Coalition for membership. There is an expectation that members support the preservation of the local blufflands and the recreational opportunities they provide, and continue providing time, effort, and funding as members do now for projects that benefit them. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE MEMO OF UNDERSTANDING WITH THE BLUFFLAND COALITION.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.4 – FEE SCHEDULE AMENDMENT

City Administrative Assistant Boettcher reviewed with City Council an Agenda Request by Cassie Buehler, Fire Department Training/Safety Officer, to make a change to the 2021 Fee Schedule. Ms. Buehler would like to add a section to the fee schedule for cost to teach Middle School/High School students CPR and First Aid. City Council reviewed an Ordinance for this fee schedule change. Following further discussion, Member Jostad introduced the following Ordinance, and moved its passage and adoption:

ORDINANCE NO. 552

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545 AND NO. 548

The City Council of the City of La Crescent, Houston County, Minnesota hereby ordains:

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, and December 14, 2020 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2019 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended as follows:

American Heart Association Classes Led by the La Crescent Fire Department				
	Private, in-class groups* 3-6 hours w/instructor	Blended learning** 1-2 hours w/instructor	EMS groups (e.g., Fire/Law)	Health Education MS/HS Students (La Crescent only)
CPR (Adult, Child and/or Infant)	\$75	\$50	\$30	\$30
First Aid (FA)	\$75	\$50	\$30	\$30
CPR + FA combination	\$100	\$60	\$50	\$50

*In-class groups must have a minimum of six (6) participants. If less than that, the in-class group will still be charged for six participants.

**Blended learning entails the participant to individually purchase the desired online training module of their choosing from American Heart Association at <https://elearning.heart.org/>. The participant completes the online module at his/her own pace, then attends a test out with the instructor on various skills learned from the online training.

To learn more about a class, please check out the City of La Crescent Fire Department web page, Community Ed or email lacfiretraining@cityoflacrescent-mn.gov.

These fees shall become effective from and after due passage and enactment and publication according to law.

ADOPTED this 26th day of April, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The ordinance was declared duly passed and adopted by a 4-0 vote.

City Council also reviewed the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

Member Jostad then made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 552 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.5 – HEALTHY COMMUNITY PARTNERSHIP LEASE

City Attorney Wieser reviewed with City Council the 2021 Lease Agreement with La Crescent Area Healthy Community Partnership for 333 Main Street. The original Lease was drafted at Council's direction and will terminate on April 30, 2021. The Lease includes that rent would be payable to the City in the amount of \$1.00 during the term of the Lease. The Lease is for one (1) year with the City reserving the right to unilaterally terminate the Lease upon ninety (90) days written notice. The Tenant shall continue to pay for all utilities and maintenance associated with the building in lieu of rent. Following discussion, Member Hutchinson then made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2021 LEASE AGREEMENT WITH LA CRESCENT AREA HEALTHY COMMUNITY PARTNERSHIP FOR 333 MAIN STREET.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.6 – 2021 SPRING NEWSLETTER

City Administrative Assistant Boettcher reviewed with City Council the Spring/Summer 2021 La Crescent Newsletter that she developed. Ms. Boettcher's plan is to send the Newsletter out to residents on April 29th as many of the information dates stated within are at the beginning of May. This item was informational, and no action was taken.

ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – PARK AND RECREATION COMMISSION MINUTES – APRIL 13, 2021

City Council reviewed the Minutes from the April 13, 2021 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 6.2 – EXPLORE LA CROSSE

Member Jostad reviewed with City Council the Agenda from the April 20, 2021 La Crosse County Convention & Visitors Bureau Online Board Meeting, which included the Minutes from the March 16, 2021 Online Board Meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Eileen Krenz of the La Crescent Chamber of Commerce reported that the Arts & Craft Flea Market will be held at the Middle School.

There being no further business to come before the Council at this time, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, to adjourn the Board of Appeal and Equalization meeting. Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote and the Board of Appeal and Equalization meeting duly adjourned at 7:03 PM.

Member Hutchinson then made a motion, seconded by Member Jostad, to adjourn the City Council meeting. Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote and the City Council meeting duly adjourned at 7:03 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: May 5, 2021
RE: Bills Payable

The bills payable will be e-mailed out separately.

#1.3

CITY OF LA CRESCENT
CASH BALANCES
MARCH 31, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 3/31/2021 BALANCE
GENERAL (101)		
Unreserved	1,544,961.55	1,319,422.75
TOTAL GENERAL FUND	<u>1,544,961.55</u>	<u>1,319,422.75</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	21,732.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>21,732.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-32,853.11	-62,980.08
TOTAL LIBRARY	<u>-32,853.11</u>	<u>-62,980.08</u>
FIRE DEPARTMENT (213)		
Unreserved	300,985.43	323,163.00
	<u>300,985.43</u>	<u>323,163.00</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	23,755.41	18,562.61
Tax Increment 5-1 Heth's (257)	5,506.47	-2,555.83
Tax Increment 4-2 Gundersen (258)	99,419.51	104,244.88
Tax Increment 6-1 Schumacher Kish (259)	26,450.82	15,737.66
Tax Increment 1-8 Event Ctr/Hotel (260)	1,007.18	1,009.42
Tax Increment 1-9 31 S. Walnut (261)	0.00	-3,762.67
	<u>156,139.39</u>	<u>133,236.07</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,398.35	19,441.32
2009A G.O. Refunding Bonds (322)	201,083.81	99,697.12
2011A G.O. Imp. Bonds (324)	13,997.94	-113,108.76
2011B G.O. Rec. Facilities (325)	269,970.13	105,577.95
2013A G.O. Equipment Certificates (326)	129,374.88	130,874.07
2016A G.O. Refunding Bonds (327)	97,458.66	1,173.55
2017A G.O. Equipment Certificates (328)	114,576.15	11,035.99
2018A G.O. Imp. Bonds (329)	157,553.88	15,624.59
2019A G.O. Equipment Certificates (330)	40,346.28	784.37
2019B G.O. Imp. Bonds (331)	5,450.17	9.83
2020A G.O. Imp. Bonds-HTM (332)	568,130.57	741,884.62
2020A G.O. Imp. Bonds-Arena (333)	2,308.07	-0.01
TOTAL DEBT SERVICE	<u>1,619,648.89</u>	<u>1,012,994.64</u>

CITY OF LA CRESCENT
CASH BALANCES
MARCH 31, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 3/31/2021 BALANCE
CAPITAL PROJECTS		
2017A Equipment Certificate (446)	175,676.99	81,700.11
2019B G.O. Improvement Projects (449)	8,939.46	8,580.37
2020A G.O. Improvement Projects (450)	796,756.97	738,233.43
TOTAL CAPITAL PROJECTS	981,373.42	828,513.91
 WATER FUND (601)		
Unreserved	43,256.44	-187,416.39
2008A Water Revenue Bonds	0.00	0.00
2012B Water Revenue Bonds	0.00	0.00
2016A Water Revenue Bonds	0.00	0.00
TOTAL WATER FUND	43,256.44	-187,416.39
 SEWER FUND (602)		
Unreserved	-217,805.59	-356,650.90
2008A Sewer Revenue Bonds	0.00	0.00
2012B Sewer Revenue Bonds	0.00	0.00
2016A Sewer Revenue Bonds	0.00	0.00
Designated Funds for Plant Replacement	262,643.64	263,225.62
TOTAL SEWER FUND	44,838.05	-93,425.28
 SOLID WASTE (603)		
Unreserved	26,058.38	28,830.07
TOTAL SOLID WASTE	26,058.38	28,830.07
 LICENSE BUREAU (604)		
Unreserved	329,854.87	315,795.18
TOTAL LICENSE BUREAU	329,854.87	315,795.18
 PINE CREEK GOLF COURSE (613)		
Unreserved	-82,856.64	-64,662.46
TOTAL GOLF COURSE	-82,856.64	-64,662.46
 ICE ARENA (615)		
Unreserved	-233,564.18	-232,476.97
	-233,564.18	-232,476.97
 TOTAL FUNDS	\$4,719,575.42	\$3,342,727.37

CITY OF LA CRESCENT
CASH & INVESTMENT ANALYSIS
MARCH 31, 2021

PETTY CASH & CASH DRAWERS	3,650.00
NOW CHECKING (5000047)/SWEEP ACCT	1,738,531.80
PSN DEPOSITORY ACCT (40031122)	3,217.73
PINE CREEK GOLF COURSE (9191115)	7,647.86
ICD SECURITIES, INC. MM (33682956)	1,867.69
HOME FEDERAL SAVINGS ACCT (4000061304)	183,254.97
MULTI-BANK SECURITIES, INC. - MM	0.00
MULTI-BANK SECURITIES, INC. - GOVT SEC.	0.00
MULTI-BANK SECURITIES, INC. - CD'S	938,000.00
ICD SECURITIES, INC. CD'S	362,000.00
HOME FEDERAL SAVINGS - CD	104,557.32
	<u>\$3,342,727.37</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	1,938,170.05
CD'S	1,404,557.32
GOVERNMENT SECURITIES	0.00
	<u>3,342,727.37</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	318,866.84
CD'S	1,895,000.00
GOVERNMENT SECURITIES	0.00
	<u>2,213,866.84</u>
RATES ON INVESTMENTS	1.75% - 2.65%

#1.4

Report Criteria:

Actual Amounts
All Accounts
Include FUNDS: 211
Page and Total by FUND
All Segments Tested for Total Breaks

Account Number	Title	Debit Amount	Credit Amount
211-10000	CASH & INVESTMENTS		62,980.08-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	1,788.66	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	.00	
211-15500	PREPAID INSURANCE	387.59	
211-20200	ACCOUNTS PAYABLE		1,035.21-
211-21500	ACCRUED INTEREST PAYABLE	.00	
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	34,890.92	
211-31013	LIBRARY TAX REVENUE	.00	
211-31014	HOUSTON COUNTY LIBRARY LE		11,037.73-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING	.00	
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		131.65-
211-34763	COMPUTER PRINTER REVENUE		202.60-
211-35103	FINES		202.69-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		2,450.00-
211-36232	SUMMER SPONSORS	.00	
211-36233	CONTRIBUTION-LA CRESC. TWNSHP		3,000.00-
211-36236	COMPUTER FUND REVENUE	.00	
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS	.00	
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	13,497.94	
211-45500-102	OVERTIME PAY	.00	
211-45500-103	WAGES - PART-TIME	6,565.03	
211-45500-111	SEVERANCE PAY	.00	
211-45500-121	EMPLOYER FICA EXPENSE	1,752.27	
211-45500-122	PERA CONTRIBUTIONS	1,695.66	
211-45500-131	EMPLOYER PAID HEALTH INS	2,883.90	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	314.22	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	.00	
211-45500-211	CLEANING & SANITARY SUPPLIES	3.84	
211-45500-220	SUMMER PROGRAM SUPPLIES	.55	
211-45500-221	WINTER READING PROG EXPENSES	.00	
211-45500-310	OTHER CONTRACTED SERVICES	1,184.62	
211-45500-321	TELEPHONE-LIBRARY	443.55	
211-45500-322	POSTAGE-LIBRARY	36.06	

Account Number	Title	Debit Amount	Credit Amount
211-45500-331	TRAVEL EXPENSES	.00	
211-45500-350	PRINTING AND PUBLISHING	.00	
211-45500-360	INSURANCE	1,162.74	
211-45500-381	UTILITIES-ELECTRIC	552.05	
211-45500-382	UTILITIES-WATER/SEWER	82.30	
211-45500-383	UTILITIES-GAS	334.01	
211-45500-384	REFUSE DISPOSAL	30.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	11.98	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145.00	
211-45500-414	LIMITED ACCESS LINE	5,956.93	
211-45500-415	RENTALS-OTHER EQUIPMENT	18.00	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	.00	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	.00	
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	2,754.52	
211-45500-506	PROCESSING MATERIALS	461.19	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	86.43	
Total LIBRARY FUND:		81,039.96	81,039.96-
Net Loss:			26,948.12
Grand Totals:		81,039.96	81,039.96-
Net Loss:			26,948.12

Report Criteria:

Actual Amounts
All Accounts
Include FUNDS: 211
Page and Total by FUND
All Segments Tested for Total Breaks

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-03/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
LIBRARY FUND						
TAXES						
211-31013	LIBRARY TAX REVENUE	154,846	164,106	.00	170,873	170,873
211-31014	HOUSTON COUNTY LIBRARY LE	46,642	43,457	11,038	44,109	33,071
211-31051	EXCESS TIF REVENUE REFUND	.00	.00	.00	.00	.00
Total TAXES:		201,488	207,563	11,038	214,982	203,944
INTERGOVERNMENTAL AID						
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	.00	.00	.00	.00
211-33620	WINONA COUNTY FUNDING	3,022	3,455	.00	3,113	3,113
Total INTERGOVERNMENTAL AID:		3,022	3,455	.00	3,113	3,113
PUBLIC CHARGES FOR SERVICE						
211-34761	SELCO LIBRARY GRANT	.00	.00	.00	.00	.00
211-34762	COPY MACHINE REVENUE	855	565	132	500	368
211-34763	COMPUTER PRINTER REVENUE	730	449	203	500	297
Total PUBLIC CHARGES FOR SERVICE:		1,585	1,014	334	1,000	666
FINES & FORFEITURES						
211-35103	FINES	2,105	891	203	1,000	797
Total FINES & FORFEITURES:		2,105	891	203	1,000	797
SPECIAL ASSESSMENTS						
211-36200	MISCELLANEOUS INCOME	.00	.00	.00	.00	.00
211-36210	INTEREST ON INVESTMENTS	56	.00	.00	.00	.00
211-36230	CONTRIBUTIONS	18,204	15,345	2,450	4,000	1,550
211-36232	SUMMER SPONSORS	1,724	.00	.00	1,500	1,500
211-36233	CONTRIBUTION-LA CRESC. TWNSHP	3,000	.00	3,000	3,000	.00
211-36236	COMPUTER FUND REVENUE	2,000	1,665	.00	.00	.00
211-36238	GRANT/SCHOLARSHIP FUNDING	275	.00	.00	.00	.00
211-36241	INSURANCE REIMBURSEMENT	.00	.00	.00	.00	.00
211-36243	ACE CAPITAL CREDITS	104	109	.00	.00	.00
Total SPECIAL ASSESSMENTS:		25,364	17,119	5,450	8,500	3,050
OTHER FINANCING SOURCES						
211-39200	FRIENDS OF THE LIBRARY	.00	.00	.00	2,073	2,073
211-39201	TRANSFER FROM GEN. FUND	.00	.00	.00	.00	.00
Total OTHER FINANCING SOURCES:		.00	.00	.00	2,073	2,073
LIBRARY EXPENSES						
211-45500-101	WAGES - FULL-TIME	92,747	93,415	13,498	85,937	72,439
Budget notes:						
Library Director & Library Assistant						
211-45500-102	OVERTIME PAY	.00	22	.00	.00	.00
211-45500-103	WAGES - PART-TIME	32,730	29,911	6,565	30,228	23,663
211-45500-111	SEVERANCE PAY	16,731	3,323	.00	.00	.00
211-45500-121	EMPLOYER FICA EXPENSE	10,392	9,422	1,752	8,887	7,135
Budget notes:						
7.65%						

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-03/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	1,696	8,552	6,856
Budget notes: 7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	2,884	20,412	17,528
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	314	2,200	1,886
211-45500-202	COPY MACHINE SUPPLIES	.00	.00	.00	.00	.00
211-45500-203	COMPUTER PRINTER SUPPLIES	732	31	.00	700	700
211-45500-211	CLEANING & SANITARY SUPPLIES	137	324	4	600	596
211-45500-220	SUMMER PROGRAM SUPPLIES	1,708	1,865	1	2,800	2,799
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	.00	.00	.00
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,556	1,185	4,500	3,315
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	444	1,800	1,356
211-45500-322	POSTAGE-LIBRARY	136	131	36	300	264
211-45500-331	TRAVEL EXPENSES	1,428	41	.00	500	500
211-45500-350	PRINTING AND PUBLISHING	200	.00	.00	300	300
211-45500-360	INSURANCE	4,257	4,789	1,163	4,250	3,087
211-45500-381	UTILITIES-ELECTRIC	2,193	2,044	552	3,300	2,748
211-45500-382	UTILITIES-WATER/SEWER	392	336	82	400	318
211-45500-383	UTILITIES-GAS	1,010	713	334	1,200	866
211-45500-384	REFUSE DISPOSAL	120	120	30	120	90
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	12	400	388
211-45500-404	REPAIR/MAINT-EQUIPMENT	1	.00	.00	.00	.00
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145	5,799	4,145	4,145	.00
211-45500-414	LIMITED ACCESS LINE	17,207	16,084	5,957	25,000	19,043
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	18	120	102
Budget notes: Water Cooler						
211-45500-430	MISCELLANEOUS	.00	.00	.00	.00	.00
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00
211-45500-433	DUES & MEMBERSHIPS	282	407	.00	195	195
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	.00	.00	.00
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	10,841	6,583	2,755	11,000	8,245
211-45500-506	PROCESSING MATERIALS	1,239	653	461	1,200	739
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	.00	.00	.00	.00
211-45500-570	OFFICE EQUIP. & FURNISHINGS	2,675	1,992	.00	.00	.00
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-580	C.O. OTHER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-610	INTEREST EXPENSE	1,297	411	86	1,480	1,394
Total LIBRARY EXPENSES:		249,301	209,709	43,973	220,526	176,553
LIBRARY FUND Revenue Total:		233,563	230,043	17,025	230,668	213,643
LIBRARY FUND Expenditure Total:		249,301	209,709	43,973	220,526	176,553
Net Total LIBRARY FUND:		15,738-	20,334	26,948-	10,142	37,090
Net Grand Totals:		15,738-	20,334	26,948-	10,142	37,090

#3.1

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: May 5th, 2021

RE: Planning Commission meeting minutes May 4th, 2021

Attached for your review are the minutes from the May 4th, 2021 meeting of the Planning Commission.

The Planning Commission is recommending to the City Council that the La Crescent Elementary School Administrative Subdivision Application for 536 South 6th Street be approved, with the findings that are included in the Planning Commission meeting minutes.

TO: Planning Commission Members,
Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: May 5th, 2021
RE: Planning Commission Meeting Minutes
From May 4th, 2021

The Planning Commission met at 5:30 p.m., on Tuesday, May 4th, 2021 in the City Council Chambers at City Hall. The meeting was called to order by Chair Hanifl.

Pursuant to Minn. Stat. § 13D.021 and due to the COVID-19 pandemic, members of the Planning Commission and City Staff were given the option to attend the meeting by telephone or Zoom. The following members were present: Gregory Husmann, Dave Hanifl, Jerry Steffes, Anna Stoecklein, Mike Welch, Dave Coleman, and Linda Larson. City Attorney Skip Wieser, Sustainability Coordinator Jason Ludwigson, and Building/Zoning Official Shawn Wetterlin were also in attendance.

1. Chair Hanifl asked for a motion to approve the minutes from the March 2nd, 2021 meeting.

Following discussion Member Welch made a motion, seconded by Stoecklein to approve the minutes.

Upon a roll call vote, taken and tallied by the Building Official, all members present voted in favor.

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

2. At 5:35 the Planning Commission held a Public Hearing to consider the La Crescent Elementary School Administrative Subdivision Application.

Chair Hanifl opened the meeting. Kevin Cardille (ISD 300 Superintendent) and Tim Rupert (HSR) presented information about the administrative subdivision application. Kevin and Tim explained plans for the school garage including storage of equipment. The school district plans to have heating and water as a part of the school garage.

The public hearing closed.

Following discussion by the planning commission Member Steffes made a motion seconded Welch to recommend approval of the administrative subdivision application.

The motion included the following findings in Support of Approval of Lot Adjustment:

1. Request will not alter the essential character of the locality. The property owner proposed to use the property in a manner that is reasonable.
2. Request is in harmony with the general purpose and intent of the Zoning and Subdivision Ordinance and is consistent with the spirit of the Comprehensive Plan.

Upon a roll call vote, taken and tallied by the Building Official, all members present voted in favor.

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

3. At 5:35 the Planning Commission held a Public meeting to consider the La Crescent Elementary School detached garage variance request.

Staff reviewed the proposed findings in support of the boundary line adjustment. Staff did not have an opportunity to review possible findings regarding the variance application. The findings for the boundary adjustment were incorporated by reference to support the variance decision.

Following discussion by the planning commission Member Steffes made a motion seconded Welch to recommend approval of the administrative subdivision application.

Upon a roll call vote, taken and tallied by the Building Official, all members present voted in favor.

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

Upon approval or denial of a variance request by the Board of Adjustment, an applicant or other aggrieved party may file an appeal in writing to the City Council within (10) days of the decision, otherwise the decision by the Board of Adjustment becomes final.

4. Mike Sexauer presented a preliminary sketch for Horse Track Meadows West. The lot #54 sketch review was an information only item. The preliminary sketch calls for seven additional single family lots. Planning commission members asked questions related to the current zoning for the area presented as Horse Track Meadows West. Additional questions around the proposed easement for the hiking trail access to the north side of the property and the size of a multi-family building that would be allowed under the current zoning for Horse Track Meadows west. The developer proposed reducing the current easement from 20' to 10'.

5. The planning commission discussed digital methods of communication for public meetings held by the City of La Crescent. Discussion only, no action required.

6. The planning commission, by consensus, set the date of the next meeting for June 8th at 5:30 p.m.

7. Consensus to adjourn at 6:20 p.m.

PRELIMINARY PLAT HORSE TRACK MEADOWS WEST

PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9;
AND PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF
SECTION 8; ALL IN TOWNSHIP 104 NORTH, RANGE 4 WEST, CITY OF LA CRESCENT,
HOUSTON COUNTY, MINNESOTA

DESCRIPTION: LOT 54, BLOCK 1 OF HORSE TRACK MEADOWS, CITY OF LA
CRESCENT, HOUSTON COUNTY, MINNESOTA

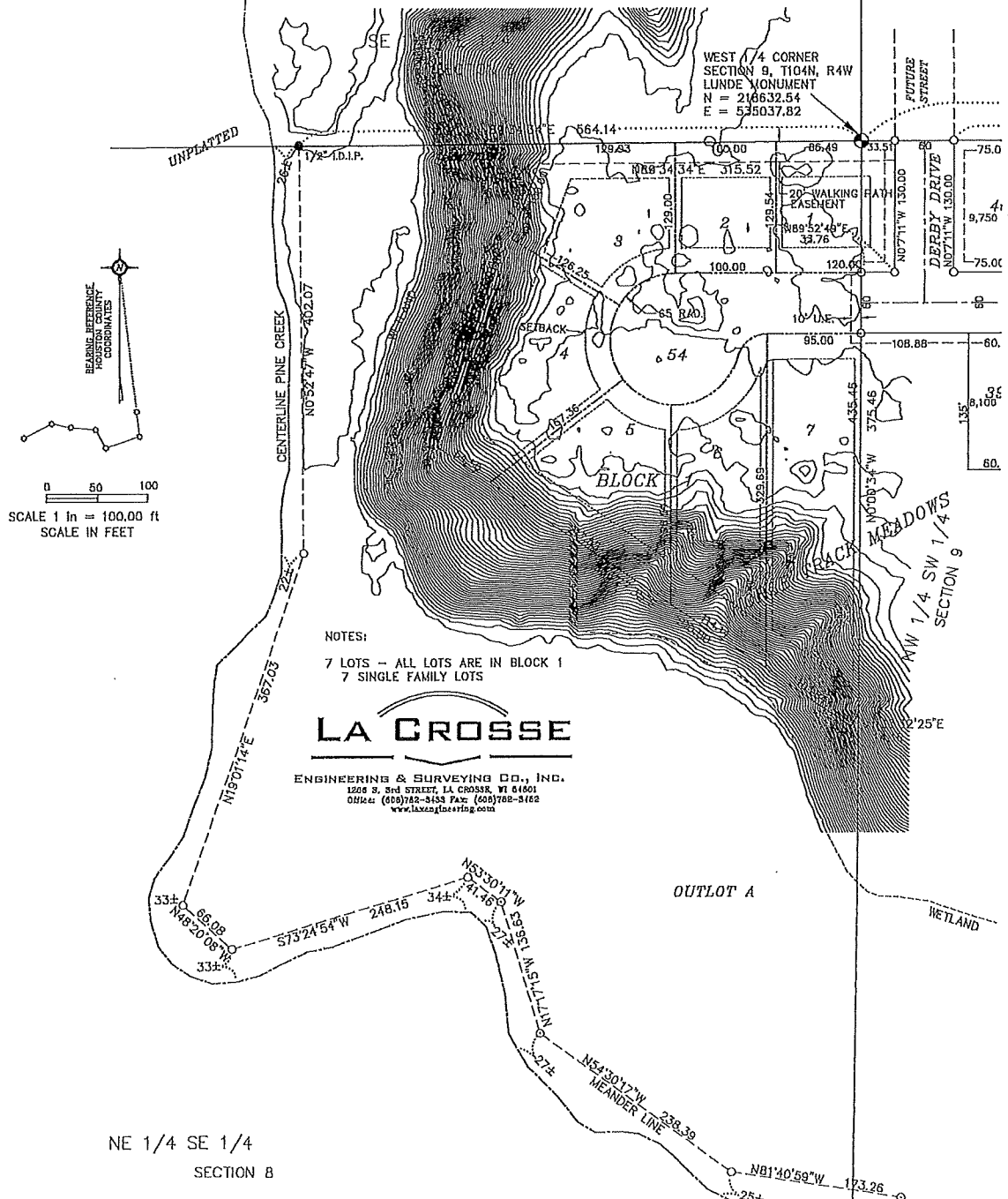
LEGEND

- FOUND 1" IRON PIPE (UNLESS NOTED)
- FOUND 3/4" IRON BAR W/ PLASTIC CAP MARKED 9285
- SET 3/4" IRON BAR W/ PLASTIC CAP MARKED 9285
- LOT CORNERS 3/4" BAR SET W/ PLASTIC CAP MARKED 9285

U.E. UTILITY EASEMENT

() RECORDED AS

DOC #201026



FOR RELEASE: 05/03/2021

CONTACT: Jason Ludwigson: jludwigson@cityoflacscent-mn.gov

La Crescent Designated “SolSmart Gold” for Advancing Solar Energy Growth



La Crescent, Minn. — The City of La Crescent is receiving a Gold designation from the national [SolSmart](#) program for making it faster, easier, and more affordable for homes and businesses to go solar. This designation recognizes La Crescent for taking bold steps to encourage solar energy growth and remove obstacles to solar development. SolSmart is led by The Solar Foundation and the International City/County Management Association (ICMA) and funded by the U.S. Department of Energy Solar Energy Technologies Office. More than 300 cities, counties, and small towns have achieved SolSmart designation since the program launched in 2016.


Sustainability coordinator Jason Ludwigson noted that as a member of the Minnesota GreenStep city program La Crescent is continuing to advance opportunities for businesses and residents to benefit from the installation of solar energy. The SolSmart gold designation makes the solar install process faster and reduces the cost associated with solar energy. This designation will help improve our community resilience and reduce air pollution.

As a SolSmart designee, La Crescent is helping solar companies greatly reduce the cost of installations and pass those savings on to consumers. This allows even more local homes and businesses to obtain affordable, clean, and reliable electricity through solar. The actions La Crescent has taken will help encourage solar companies to do business in the area, driving economic development and creating local jobs. To receive designation, cities and counties make changes to their local processes to reduce the time and money it takes to install a solar energy system. This includes evaluating local permitting processes, as well as planning and zoning procedures. SolSmart designees also develop innovations in areas such as market development and finance.

SolSmart uses objective criteria to award communities points based on the actions they take to reduce barriers to solar energy development. Communities that take sufficient action are designated either gold, silver, or bronze. As part of the SolSmart program, a team of national experts provides no-cost technical assistance to help communities achieve designation. All cities and counties are eligible to join the SolSmart program and receive this technical assistance. Interested communities can learn more at [SolSmart.org](https://www.solsmart.org).

#3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: May 5, 2021
RE: Ice Arena Improvement Project Bid Results

Attached for review and consideration by the City Council is the bid that the City received for the Ice Arena Improvement Project, along with a previous memo that was presented on the project. The project was advertised in the local newspaper in accordance with State requirements, and one other local contractor was informed of the project but due to work load did not submit a bid for the project.

In order to proceed with the project, we would suggest that the City Council accept the bid submitted by Interstate Roofing & Waterproofing, Inc. in the amount of \$280,000, and authorize the City Attorney to prepare a contract for the project.

Regarding funding for the project, the City has \$130,000 in funds from the 2020A bond issue. We are suggesting that the City Council authorize a transfer of \$10,000 from the bonds paid up account to cover the City's portion of the project. To minimize the impact to the City's cash flow, we have requested that Lancer Youth Hockey provide the City with their one-half of the funding in advance of the City entering into the contract for the project.

**OFFICIAL NOTICE TO CONTRACTORS
FOR
ROOFING, CAULKING AND PAINT/PRECAST SEALANT
LA CRESCENT, MN**

La Crescent Community Arena, 520 South 14th Street, La Crescent, MN

The City of La Crescent, Minnesota, will receive sealed bids for the construction of the following items up until 10:00 a.m., Wednesday, May 5, 2021 at the La Crescent City Hall, 315 Main Street, La Crescent, MN 55947, at which time and place all bids will be publicly opened and read aloud.

Roofing:

Provide City required building permit (\$1.00 State surcharge).

Remove and dispose of existing stone ballast, sheet metal coping and EPDM rubber.

Add an additional 2.6" (R15) of insulation.

Fasten existing and new insulation with manufacture approved plates/fasteners.

Furnish and install new .060 mil Firestone white Ultra-Ply TPO membrane Invisi-Weld system with heat welded seams.

Extend the membrane up and over the perimeter wall and fasten 12" on center at face.

Fabricate and install new sheet metal scupper outlet pans with TPO coated sheet and heat weld seams.

Fabricate and install new 24ga. Firestone prefinished wall cap flashing in 10' lengths with cover plates (Colors from standard color chart).

Flash existing roof top units per Firestone details.

Provide pre-molded pipe flashing at penetrations for weather seal.

Provide 60 lineal feet of walkway at existing locations.

Provide a 20-year Firestone Limited Warranty.

Caulking:

Remove existing exterior caulking at precast control joints.

Provide new closed cell foam backer rod and Tremco Dymonic caulk as required to re-caulk all exterior control joints.

Precast Sealant/Painting:

Prep/clean exterior of building for paint.

Verify proper bond of new paint (Sherwin Williams Loxon Concrete Paint).

Paint all exterior precast panels, steel doors and overhead doors.

- Bidding documents and specifications are available at the office of the City Clerk, La Crescent City Hall, 315 Main Street, La Crescent, Minnesota.
- Each proposal shall be sealed in an envelope marked "La Crescent Community Arena Improvement Project". Each bid must be accompanied by a certified check, cashier's check or bid bond payable to the City of La Crescent, Minnesota in the amount of at least 5% of the total bid as a guarantee that the bidder will furnish the required bonds and enter into a contract within ten (10) working days, excluding Saturday, Sunday and holidays, after the award of the contract.
- The successful bidder will be required to furnish a Performance and Maintenance Bond and a Payment Bond, both in an amount equal to one hundred (100) percent of the Contract price.

Said bonds are to be issued by a responsible surety, approved by the City Council, and which shall guarantee the faithful performance of the Contract and the terms and conditions therein contained, and shall guarantee the prompt payment of all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor. Said bond shall also guarantee the maintenance of the improvements constructed for a period of two (2) years from and after its completion and acceptance by the City.

- The contractor shall commence work after the Notice to Proceed is issued and shall complete all items on or before September 30, 2021.
- The City of La Crescent, Minnesota, reserves the right to reject any and all bids, and to waive any irregularities and informalities in the bidding process. The City of La Crescent, Minnesota, reserves the right to award the contract in the best interest of the City.
- The City of La Crescent reserves the right to select one, two, or all three of the bid alternatives.
- No bid shall be withdrawn after the opening of bids without the consent of the City for a period of thirty (30) days after the scheduled bid closing time.


By order of the City Council: _____

City Administrator
City of La Crescent, Minnesota

Bid Proposal:

1. Roofing _____ \$ 214,000.00
2. Caulking _____ \$ 36,000.00
3. Sealant/Painting _____ \$ 30,000.00

Contractor: Interstate Roofing & Waterproofing, Inc.

Signature: 

Title: Derek Kasten, President

Date: May 5, 2021



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: April 7, 2021
RE: Ice Arena Improvement Project

The La Crescent Community Ice Arena was constructed in 1997. The building is now in need of maintenance items including a new roof, caulking and sealing. This is similar to the project that was completed approximately 7 years ago on the Community Building/Fire Station.

The total cost of the proposed improvement is estimated at \$250,000. Lancer Youth Hockey has agreed to pay 50% of the costs associated with this improvement. In 2020, the City included \$130,000 in tax abatement bonds in the 2020A bond issue for the City's portion of the cost of the project.

The project was originally planned for 2020, but was delayed due to the financial impact that the health pandemic was having on Lancer Youth Hockey.

Lancer Youth Hockey has indicated that they are ready to move forward with the project. In order to proceed, we would suggest that the City Council approve the specifications for the project and authorize to advertise for bids. The bid results would then be presented to the City Council for consideration at a meeting in May.



#3.4
CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau



May 4, 2021

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: 2021 La Crescent – District #300 High School Graduate Senior Parade Request
Sunday, May 30th following the 2 pm graduation ceremony

Attached is a request for a parent sponsored 2021 Senior Parade. The event will be in similar format to last year's event. Event coordinators are planning to hold the event in accordance to best social distance practices.

If approved the La Crescent Police Department would assist with traffic control.

Thank you in advance for your consideration.

Douglas Stavenau

Chief of Police

CITY OF LA CRESCENT, MINNESOTA

Agenda Request Form

DATE SUBMITTED: 5/3/2021

SUBMITTED BY: Sarah Danielson

On Behalf of the Parents of the Class of 2021

ISSUE: Request to hold a parade for graduates of LaCrescent-Hokah following their commencement ceremony on 5/30/2021.

ATTACHMENTS: Parade route as proposed

JUSTIFICATION: The parade serves two purposes. 1. It will help clear the area after graduation. MN Department of Health has rules regarding congregating, & the parade will assist with disbursement.

ACTION REQUESTED: 2. It will allow family & friends who aren't allowed to attend the ceremony a way to celebrate in a socially distanced way.

REVIEWED BY: _____ City Clerk/ Admin. _____ City Attorney _____ Bldg. Insp.
_____ Finance Director _____ Public Works _____ City Engineer

RECOMMENDATION:

- For an item to be placed on the agenda, all Agenda Request Forms must be submitted to the City Administrator no later than Noon on the Wednesday preceding the City Council Meeting. The City shall have the discretion to determine if the request will be heard at a City Council Meeting.
- Individuals wishing to address the City Council at a meeting need to complete the Agenda Request Form and return the form to the City Administrator by 5:15 p.m. the day of the meeting.

Senior Parade Request

Sunday, May 30, 2021 – Following 2:00PM high school graduation ceremony

Issue

Due to the continuation of COVID-19, there are current State mandates regarding large gatherings, which includes La Crescent-Hokah's upcoming high school graduation ceremony. Attendance to this event will be limited, and the school staff need to ensure that those attendees disburse after the event as well. This group of young adults have already missed out on in person learning with their peers, extracurricular activities, prom, and more, and their friends and family missed out with them.

Several parents of the Class of 2021 are working together to request a Senior Parade, similar to an event that ran last year to recognize the Class of 2020. This parade will assist the school district by directing attendees away from the school quickly while giving friends and family that cannot attend the ceremony a safe way to acknowledge and celebrate the seniors' milestone day.

Action Request Details:

As with last year, a small planning group representing the Class of 2021 is being assembled. The following rules will be applied to this event:

- One senior and his/her family will be allowed per vehicle with the possibility of two seniors if pick-up trucks can be used safely (with one senior in the vehicle, and one in the bed of the truck)
- Seniors could choose to drive their own cars, ride with family members, or ride bicycles
- All family members and seniors will remain in their vehicles with face coverings on hand -- should a situation arise where they would need to interact with law enforcement or other parade organizers. Facebook messaging and signs at the beginning of the route will convey the requirements. A supply of face masks provided by community volunteers will be available prior to the event for those who do not yet have them.
- Parade organizers will use face coverings and have hand sanitizer available should they need to interact with seniors, law enforcement officers, or other parade organizers.
- All parade spectators will be advised to stay on their private property or maintain a six foot distance from others if on public property. They will be advised to refrain from moving into the streets.
- No candy or other items will be thrown from or toward parade vehicles.
- All vehicles in the parade will immediately disperse at the end of the parade route.
- A DJ / announcer and photographer may be stationed somewhere in Old Hickory park to capture moments during the parade.
- Community volunteers with face coverings will be leveraged to monitor the parade route to encourage social distancing.

The following efforts will be used to promote this event to seniors and their families:

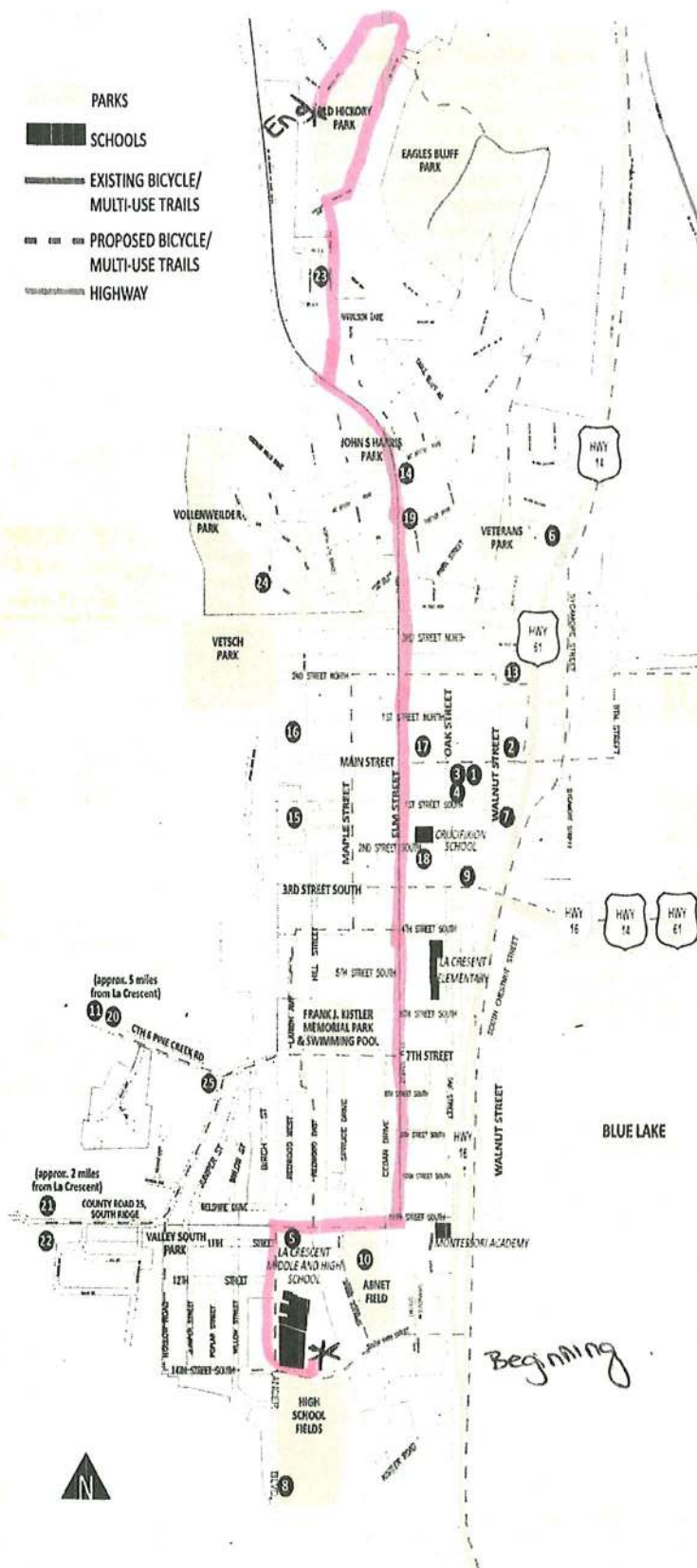
- School District or Community Education email
- Parents of Class of 2021 Facebook group
- La Crescent Together Facebook group

La Crescent — Apple Capital of Minnesota

Home Of The Apple Festival

LA CRESCENT

- PARKS
- SCHOOLS
- EXISTING BICYCLE/MULTI-USE TRAILS
- PROPOSED BICYCLE/MULTI-USE TRAILS
- HIGHWAY



Point of Interest

City Buildings & Businesses:

1. City Hall/Police Department
2. U.S. Post Office
3. Public Library
4. Community Building/Fire Department
5. School District Offices
6. American Legion Post #595
7. Chamber of Commerce
8. A.B.L.E. Inc.
9. Heritage House/Historical Society

Recreational Interests:

10. Abnet Field/Hockey Arena/Applefest Grounds
11. Pine Creek Golf Course
12. Sportsman's Boat Landing

Healthcare:

13. Gundersen Lutheran Clinic
14. Mayo Clinic Health System – Franciscan Healthcare
15. Golden Living Center


Churches & Cemeteries:

16. Prince of Peace Lutheran Church
17. First Evangelical Lutheran Church
18. Crucifixion Catholic Church
19. United Methodist Church
20. First Evangelical Free Church
21. Immanuel Lutheran Church
22. South Ridge United Methodist Church
23. Messiah Lutheran Church
24. Prospect Hill Cemetery
25. Catholic Cemetery

3.5



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Clerk 

DATE: May 5, 2021

RE: Accept Donations

From time to time, the city receives donations. Lately, it seems like they have been coming in more frequently. We want to be sure donations are accepted properly, so the intent is to have them accepted by the council on a monthly basis. A thank you note will be sent to each donor after they have been accepted.

A resolution formally accepting the donations is included.

RESOLUTION NO. 05-21-17

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN APRIL, 2021**

WHEREAS, the following donations were made to the City of La Crescent in the month of April, 2021:

1. Don and Sandy Bissen wish to donate \$1,000.00 to the La Crescent Fire Department for departmental purposes;
2. Niebuhr Plumbing & Heating, Inc. wishes to donate \$540.00 to the La Crescent Animal Rescue / PTAC units;
3. Rotary Lights, Inc. wishes to donate \$2,850.00 to the La Crescent Police Reserves for expenditures associated to the Reserve program;
4. LeAnn and Robert Meyer wish to donate \$50.00 to the La Crescent Fire Department in memory of Don Meyer for departmental purposes; and
5. Frank and Kristi Cadwell wish to donate \$1,000.00 to the La Crescent Fire Department for departmental purposes.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of La Crescent hereby accepts the donations stated above.

ADOPTED this 10th day of May, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator